

**TOWN OF SOUTH BETHANY
TOWN COUNCIL REGULAR MEETING MINUTES
October 8, 2021
10:00 A.M.**

Meeting Called to Order and Pledge of Allegiance

Mayor Saxton called the October 8, 2021, Town Council Regular Meeting to order at 10:00 a.m. followed by the Pledge of Allegiance to the Flag.

Attendance and Absences

In attendance were Mayor Tim Saxton and Councilmembers Randall Bartholomew, Edie Dondero, Dick Oliver, and Tim Shaw; Town Manager, Maureen Hartman; Chief Jason Lovins and Town Clerk Matt Amerling. Councilwoman Callaway attended remotely, and Councilman Abbott was absent. Public attendees: 6; remote attendees: 4.

Public Comment

Nancy Maher, 30 S Anchorage Drive, is requesting more streetlights be placed on S Anchorage Drive claiming S Anchorage is the second longest street on the west side with only two streetlights while Canal Drive is the longest street with 12 streetlights. Mayor Saxton noted the lighting expenses are not in the FY2022 budget, and Council is waiting for the Planning Commission's Comprehensive Plan 5-year survey results and stated Council will discuss Ms. Maher's request at the October 28, 2021 workshop meeting.

Ed Nazarian, 20 Peterson Drive, asked when the Town was going to clean the water tower. Mayor Saxton stated the water tower is owned by Artesian Water and asked Town Manager Hartman to notify Artesian.

Adoption of Minutes

Motion by Councilman Shaw, seconded by Councilman Oliver to adopt the September 10, 2021 Town Council Regular meeting minutes. Motion carried 6-0.

Motion by Councilman Oliver, seconded by Councilman Shaw, as amended by Councilman Bartholomew to adopt the September 23, 2021 Council Workshop meeting minutes. Motion carried 6-0.

**Discussion of Anchor QEA proposal for stormwater projects utilizing ARPA funds.
Discussion and possible action on proposals from Anchor QEA and GMB.**

Mayor Saxton opened the discussion of Anchor QEA and GMB proposals for stormwater projects utilizing ARPA funds. He stated he did not have enough time to review the Anchor proposal since it arrived late Thursday afternoon. Councilman Shaw stated he reviewed the Anchor proposal and was not impressed, mentioning non-viable recommendations, no tangible deliverables, does not outline specific projects; and felt GMB gave a better proposal. Councilwoman Dondero stated the Anchor proposal was more expensive, too vague, and does not focus on our needs for an implementation plan and strategies for stormwater issues. She felt GMB's proposal is better suited to our needs, we have previously worked with GMB and were happy with the results, they are locally based and are familiar with our town. Councilwoman Callaway felt the GMB proposal was stronger and more definitive in terms of outcome. Mayor Saxton asked the Council to review the two proposals in detail for discussion and possible vote at the October 28, 2021 Town Council workshop meeting.

Discussion and possible action on remaining in the Association of Coastal Towns (ACT)

Mayor Saxton and Town Manager Hartman attended the October 7, 2021 ACT meeting and presented Councilwoman Callaway's suggestion for routine maintenance of the Assawoman canal. Mayor Saxton announced he will be the ACT President and the Town will be hosting ACT meetings in 2022. Mayor Saxton recommended the Town remain in ACT and pay the \$3000 renewal fee. Motion by Councilman Shaw, second by Councilwoman Dondero to continue the ACT membership. Motion carried 6-0.

Discussion and possible action requesting additional funding for the compilation of construction documents and bidding services for Town Hall renovations

Upon discussion, Council agreed to move forward with the additional \$65,000 funding for compilation of construction documents and bidding services. Motioned by Councilman Bartholomew, seconded by Councilwoman Dondero to a budget amendment to proceed with the engineering proposal, utilizing \$30,000 reserve fund allocated for Town Hall engineering expenses and utilizing \$35,000 from the unassigned reserve, and authorized Town Manager Hartman to execute this agreement. Motion carried 6-0.

Discussion and possible action to participate in shared ARPA legal services offered through the Office of the State Treasurer (OST) utilizing ARPA funds for a one-time payment in the amount of \$1,144.00

The Office of the Governor, Office of the State Treasurer, and the Delaware League of Local Government (DLLG) has selected law firm Barnes Thornburg, securing shared legal services to ensure ARPA compliance to participating Delaware municipalities from October 2021 to March 2023. Barnes Thornburg will receive a monthly retainer fee of \$10,000 for 18 months (\$180,000) covering legal services regarding ARPA related questions and assist with the compliance reports required to be submitted online monthly and annually to the U.S. Treasury. Benefits include accessibility to experts in ARPA rules and requirements and sharing expertise knowledge and resources. Mayor Saxton recommended the Town secure the services. Motion by Councilman Shaw, seconded by Councilwoman Dondero utilizing ARPA funds for a onetime payment of \$1,144 to receive shared ARPA legal services and advisement. Motion carried 6-0.

Leadership Reports – Reports Posted Online

Mayor's Report – no report submitted. Mayor Saxton noted Councilwoman Callaway and Town Manager Hartman worked on draft negotiations with Mediacom. Once completed and approved, there will be a public hearing to review the contract during the Town Council meeting on November 12, 2021. Mayor Saxton and Town Manager Hartman are arranging an Open House with FEMA in early November at Town Hall to review the newly issued LORMs. Mayor Saxton thanked Town Manager Hartman and the Public Works Department for following up on Ed Nazarian's request to clean up the overgrown vegetation around town.

Town Manager Report - submitted. Town Manager Hartman added she met with the contractors for Comcast, who will soon be installing the underground mainline in town and will keep everyone apprised to the project. Councilwoman Callaway asked if Town Manager Hartman received an updated report from Solitude. Town Manager Hartman has received a few months on one report and will post the report on the Town website, under Canal Water Quality.

The Treasurer Report - submitted.

Committee and Commission Reports – Reports Posted Online

The Budget and Finance Committee – no report submitted.

Canal Water Quality Committee – no report.

Charter and Code Committee – report submitted. Councilman Shaw stated there will be meeting next week discussing a few code items that Code Enforcer Joe Hinks and Town Manager Hartman recommended changing and will be presented to Council at a later date.

Communications and Public Relations Committee – report submitted.

Community Enhancement Committee – no report.

Planning Commission – no report. Councilman Oliver stated the survey has been completed.

Bicycle & Pedestrian Ad Hoc Committee – report submitted.

Adjournment

Motion by Councilwoman Oliver, seconded by Councilman Shaw to adjourn the October 8, 2021, Town Council Regular Meeting at 10:57 a.m. Motion carried 6-0.